

EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17 as at 19th October 2016

Introduction

This plan is published to encourage and enable greater understanding between the Executive, all Councillors, the public and other stakeholders. It assists the Scrutiny Committees in planning their contribution to policy development and holding the executive to account.

The plan gives the public and stakeholders a chance to see the forthcoming major decisions to be made by the Executive Board and the County Council over the next 12 months. It is reviewed and published bi-annually to take account of changes and additional key decisions.

WORKING DRAFT

**EXECUTIVE BOARD FORWARD WORK PROGRAMME 2016/17
as at 19th October 2016**

CHIEF EXECUTIVE

| Subject area and brief description of nature of report | Responsible Officer | Executive Board Member | Date to Scrutiny | Date to Executive Board | Date to County Council |
|--|---|-------------------------------------|----------------------|-------------------------|------------------------|
| CORPORATE ASSESSMENT ACTION PLAN | Wendy Walters Assistant Chief Executive | Cllr Emlyn Dole | | | |
| 5-YEAR CAPITAL RECEIPT STRATEGY | Wendy Walters, Assistant Chief Executive | Cllr D Jenkins/M. Gravell | n/a | n/a | n/a |
| COMMUNICATIONS STRATEGY - UPDATE | Wendy Walters, Assistant Chief Executive | Cllr. Pam Palmer/Cllr Mair Stephens | As and when required | As and when required | As and when required |
| PAY POLICY STATEMENT | Paul Thomas Assistant Chief Executive | Cllr Mair Stephens | N/A | CHWEFROR | MAWRTH |

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CHIEF EXECUTIVES

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|---|--|---|------------------------------------|-------------------------|------------------------|
| QUARTERLY PERFORMANCE REPORT | Wendy Walters Assistant Chief Executive | Cllr. Mair Stephens/ Cllr Pam Palmer | P & R Scrutiny SEPT MARCH | N/A | N/A |
| ARIP ANNUAL REPORT AND IMPROVEMENT PLAN | Wendy Walters Assistant Chief Executive | Cllr Emlyn Dole/Cllr Pam Palmer | JUNE | JULY | JULY 13TH |
| FORWARD WORK PROGRAMME AND UPDATE BI-ANNUALLY | Gaynor Morgan Democratic Services Manager | Cllr Pam Palmer | | APRIL OCT | |
| ANNUAL REVIEW OF COUNCILLORS' & CO-OPTED MEMBERS' ALLOWANCES SCHEME | Gaynor Morgan Democratic Services | Cllr Mair Stephens | Democratic Services Cttee MARCH | APRIL | May AGM |
| ANNUAL REVIEW OF THE CONSTITUTION - CRWG | Linda Rees Jones Head of Administration & Law | N/A CRWG - FEB | | APRIL | May AGM |

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|--|--|---|-----------------------------|-----------------------------|-----------------------------|
| HOW CARMARTHENSHIRE'S RESULTS COMPARE TO OTHER COUNCILS IN WALES | Wendy Walters Assistant Chief Executive | Cllr Pam Palmer/Cllr Mair Stephens | OCT | NOV | NOV |
| REVIEW OF THE CONSTITUTION (LEGISLATION CHANGES) - CRWG | Linda Rees Jones Head of Administration & Law | N/A CRWG - FEB | N/A | AS AND WHEN REQUIRED | AS AND WHEN REQUIRED |
| CONFERENCE APPLICATIONS/REPORTS | Gaynor Morgan Democratic Services Manager | Leader | N/A | N/A | N/A |
| EUROPEAN FUNDING PROGRAMMES AND REGIONAL ENGAGEMENT TEAM PROGRESS | Helen Morgan Interim Economic Dev Manager | Cllr Meryl Gravel | October | | |
| REVIEW OF COMMUNITY COUNCIL BOUNDARIES & ELECTORAL ARRANGEMENTS | Wendy Walters, Assistant Chief Executive | Cllr Pam Palmer | As and when required | | |

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| COMMUNITY SERVICES | | | | | |
|--|-------------------------------|-------------------------------|-------------------------|--------------------------------|-------------------------------|
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| ORIEL MYRDDIN | Ian Jones - | Cllr. M. Gravell | | 7/11/16 TBC | |
| ALTERNATIVE SERVICE DELIVERY MODELS IN ASC – PROJECT UPDATE | Robin Staines (Gareth Miller) | Cllr. Jane Tremlett | | | |
| GWENDRAETH SPORTS HALL | Ian Jones | Cllr. M. Gravell | | TBC | |
| CARMS CYCLING STRATEGY | Ian Jones | Cllr. M. Gravell | | 21/11/16 or 19/12/16 TBC | |
| REVIEW OF ACCESS TO SOCIAL HOUSING POLICY (POST CONSULTATION) (ALLOCATIONS POLICY) | Jonathan Willis | Cllr. Linda Evans | 03/11/16 Community | 21/11/16 | 14/12/16 |
| PREVENTION STRATEGY | Communities | Cllr. Jane Tremlett | | 21/11/16 | |
| REVISED CHARGING POLICY (pre consultation) | Lyn Walters/ Rhys Page | Cllr. Jane Tremlett | | TBC | |
| CHILD MEASUREMENT PROGRAMME | | | | | |

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| MENTAL HEALTH TRANSFORMATION | Avril Bracey | Cllr. Jane Tremlett | | | |
| CHS+ DELIVERING WHAT MATTERS <i>(Previously known as HRA BUSINESS PLAN)</i> | Jonathan Morgan | Cllr. Linda Evans | 20/01/17 Communities | 06/02/17 | 22/02/17 |
| REVISED CHARGING POLICY (post consultation) | Lyn Walters / Rhys Page | Cllr. Jane Tremlett | SC&H 06/03/17 TBC | 27/03/17 TBC | 26/04/17 TBC |
| TENANT VISION ENGAGEMENT PLAN (PRE CONSULTATION) | Robin Staines (Les James) | Cllr. Linda Evans | 30/03/17 Community (as part of consultation) | 27/02/17 | |
| MEETING THE REQUIREMENTS OF THE GYPSY & TRAVELLERS ACCOMMODATION NEEDS ASSESSMENT | Robin Staines (Rachel Davies) | Cllr. Linda Evans | | | |
| TENANT VISION ENGAGEMENT PLAN (POST CONSULTATION) | Robin Staines (Les James) | Cllr. Linda Evans | | Autumn 2017 | |
| ANNUAL REPORT OF THE DIRECTOR OF SOCIAL SERVICES 2016-17 | Jake Morgan | Cllr. Jane Tremlett | Joint E&CS & SC&H 22/05/17 TBC | 26/06/17 | 19/07/16 |

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| RESERVES STRATEGY | Chris Moore Director of Corporate Services | Cllr. D. Jenkins | | OCT 2016 | N/A |
| BI-MONTHLY REVENUE AND CAPITAL BUDGET MONITORING REPORTS | Chris Moore Director of Corporate Services | Cllr. D. Jenkins | N/A | APRIL JUNE SEPT NOV JAN MARCH | N/A |
| QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT | Chris Moore Director of Corporate Services | Cllr D. Jenkins | N/A | JULY OCT JAN | N/A |
| ANNUAL TREASURY MANAGEMENT & PRUDENTIAL INDICATOR REPORT | Chris Moore Director of Corporate Services | Cllr D. Jenkins | N/A | JULY | FEB |
| 5 YEAR CAPITAL PROGRAMME | Chris Moore Director of Corporate Services | Cllr D. Jenkins | ALL DEC/ JAN | NOV | N/A |

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| PROCUREMENT STRATEGY 2016 – 2020 (Including update on NPS) | Phil Sexton, Head of Audit, Procurement & ICT | Cllr D Jenkins | Draft to Scrutiny Jan / Feb | FEB | N/A |
| 5-YEAR CAPITAL RECEIPT STRATEGY | Wendy Walters, Assistant Chief Executive | Cllr D Jenkins | n/a | n/a | n/a |
| COUNCIL TAX SETTING REPORT | Chris Moore Director of Corporate Services | Cllr D Jenkins | n/a | n/a | march |
| COUNCIL TAX BASE | Chris Moore / John Gravelle | Cllr D Jenkins | N/A | NOV | MARCH |
| COUNCIL TAX PREMIUMS | Chris Moore / John Gravelle | Cllr. D Jenkins | | √ (date unclear) | √ (date unclear) |
| Council Tax Reduction Scheme | Chris Moore / John Gravelle | Cllr D Jenkins | N/A | N/A | JAN |
| BUDGET STRATEGY (Revenue and Capital) | Chris Moore Director of Corporate Services | Cllr D. Jenkins | ALL DEC/ JAN | NOV | N/A |

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| BUDGET OUTLOOK (Revenue and Capital) | Chris Moore Director of Corporate Services | Cllr D. Jenkins | ALL DEC/ JAN | NOV | N/A |
| TREASURY MANAGEMENT POLICY AND STRATEGY | Chris Moore Director of Corporate Services | Cllr D. Jenkins | N/A | FEB | FEB |
| FINAL BUDGET | Chris Moore Director of Corporate Services | Cllr D Jenkins | N/A | FEB | FEB |
| HOUSING REVENUE ACCOUNT BUDGET AND RENT SETTING REPORT | Chris Moore Director of Corporate Services | Cllr D Jenkins | HOUSING | FEB | FEB |
| BUDGET OUTLOOK 2017/20 | Chris Moore Director of Corporate Services | Cllr D Jenkins | N/A | JULY/SEPT | N/A |
| CORPORATE ASSET MANAGEMENT PLAN 2016 - 2019 | Jonathan Fearn, Head of Corporate Prop | Cllr D Jenkins | APRIL | MAY | N/A |

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EDUCATION & CHILDREN

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| MODERNISING EDUCATION PROGRAMME - QUARTERLY PROGRESS REPORTS | Simon Davies, Schools Modernisation Manager | Cllr Gareth Jones | N/A | N/A | N/A |
| PROPOSAL TO DISCONTINUE LLANGENNECH INFANTS AND LLANGENNECH JUNIOR SCHOOL AND CREATE ONE WELSH MEDIUM 3-11 PRIMARY SCHOOL. | Simon Davies, Schools Modernisation Manager | Cllr Gareth Jones | 21/11/2016 | 19/12/2016 | 18/01/2017 |
| ACCOMMODATING LOOKED AFTER CHILDREN – COMMISSIONING & COSTS | Stefan Smith Head of Children's Services | Cllr. G.O. Jones | | | |
| CSSIW INSPECTION, EVALUATION & REVIEW OF LOCAL AUTHORITY SERVICES | Stefan Smith – Head of Children's Services | Cllr. G.O. Jones | | | |

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| SCHOOL IMPROVEMENT PANEL ANNUAL REPORT | Gareth Morgans – Head of Education | Cllr. G.O. Jones | | | |
| ESTYN REPORT – QUARTERLY SYNOPSIS | Gareth Morgan | Cllr G.O. Jones | | | |
| REVIEW OF BEHAVIOUR MANAGEMENT SERVICES | Gareth Morgan | Cllr G.O. Jones | TBC | TBC | TBC |
| WELSH IN EDUCATION STRATEGIC PLAN | Gareth Morgans | Cllr G.O. Jones | 10/10/2016 & 22/12/2016 | 23/01/2017 | |

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ENVIRONMENT

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| FLOOD RISK MANAGEMENT PLANS | Ruth Mullen Director of Environment /Head of Street Scene | Cllr Hazel Evans | | 19 th Dec 16 | |
| ROAD SAFETY PRIORITISATION MODEL | Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport | Cllr Hazel Evans | TBC | December 16 | |
| INTEGRATED PARKING STRATEGY | Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport | Cllr Hazel Evans | | 6th February 17 | |
| LTF Bids 2017/18 | Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport | Cllr Hazel Evans | | 19 th Dec | |

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| WALKING & CYCLING STRATEGY | Ruth Mullen Director of Environment / Steve Pilliner Highways & Transport | Cllr Hazel Evans | | 19 TH Dec | |
| ANNUAL PERFORMANCE REPORT (PLANNING SERVICES) | Ruth Mullen Director of Environment / Llinos Quelch Planning Services | Cllr Mair Stephens | November 2016 | N/A | N/A |
| LOCAL DEVELOPMENT PLAN ANNUAL MONITORING REPORT | Ruth Mullen Director of Environment / Llinos Quelch Planning Services | Cllr Mair Stephens | November 2016 | N/A | N/A |
| COMMUNITY INFRASTRUCTURE LEVY | Ruth Mullen Director of Environment / Llinos Quelch Planning Services | Cllr Mair Stephens | TBC | January 2017 | February 2017 |

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| SPGS (INCL. RENEWABLE ENERGY AND EDUCATION CONTRIBUTIONS) | Ruth Mullen Director of Environment / Llinos Quelch Planning Services | Cllr Mair Stephens | | February 2017 | March 2017 |
| LOCAL DEVELOPMENT ORDER | Ruth Mullen Director of Environment / Llinos Quelch Planning Services | Cllr Mair Stephens | | December 2016 | January 2017 |
| CHARGING SCHEDULE FOR PLANNING INPUT REGARDING DEVELOPMENTS OF NATIONAL SIGNIFICANCE | Ruth Mullen Director of Environment / Llinos Quelch Planning Services | Cllr Mair Stephens | TBC | TBC | TBC |
| WASTE TREATMENT CONTRACT – PROCUREMENT STRATEGY RECOMMENDATION | Ruth Mullen Director of Environment / A Williams Head of Waste & Env. Services | Cllr H Evans | | TBC | |